



# Town of Carlisle

MASSACHUSETTS 01741

Office of  
*PLANNING BOARD*

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## MINUTES December 1, 2002

### Discussion of Town's intention to meet requirements of Executive Order #418 to prepare Master Plan (Scope of Work due 12/31/02)

Chair Kate Reid called the meeting to order at 3:00 p.m. at 51 Carleton Road. Board Members David Freedman, Louise Hara (Vice Chair/Clerk) and Tom Lane (Treasurer) were present.

The group reviewed the history of PB efforts to begin the planning process for EO 418. Then the Board discussed the deadline for defining the scope of the project and selecting a consultant. They concluded that it would be worthwhile to attempt to meet the December 31<sup>st</sup> deadline.

Discussion then turned to whether or not the Town could use the wireless RFP and scope to fulfill the economic development requirement of EO 418. In the event that the EO 418 deadline were missed, the Board discussed other possible revenue sources such as Board of Selectmen, Recreation Commission, Planning Board budget and Community Preservation Act funds.

Those present agreed that a Master Plan is desirable for the Town and that it would be important to obtain a resolution from the Selectmen to this effect. It was agreed that a joint meeting should be held between the Board of Selectmen, the CPA committee and the PB to discuss the Community Development Plan.

The Board questioned how it might obtain \$5,000 to assist them in writing a scope of services before MAPC's December 31<sup>st</sup> deadline.

Hara agreed to work with the PA to schedule a joint meeting with the BOS on December 9<sup>th</sup> or 11<sup>th</sup>. Reid will speak with Caron Ponty, Chairman of the CPA committee, to ask if the joint meeting may be held at the CPA's next scheduled meeting. Reid also agreed to write up the minutes of today's meeting. Lane will inquire as to the consequences of not preparing a Community Development Plan. He also agreed to read several housing scopes to discover if there is a commonality to them.

Respectfully submitted,

*Kate Reid* *ams*

Kate Reid  
Chair